

**CITY OF CARLSBAD
CLASS SPECIFICATION**

JOB TITLE: **JOB SERIES FOR ENGINEERING PROFESSIONALS**

DEPARTMENT: **AS ASSIGNED**

BASIC FUNCTION/DISTINGUISHING CHARACTERISTICS:

This job structure includes employees who perform professional engineering work independently or under direction of a registered professional engineer on a variety of projects and on-going programs in support of the public works infrastructure, transportation planning and operations, and land-use development of the City of Carlsbad. Engineering professionals are individual contributors who may work independently or under the direction of a registered professional engineer or engineering supervisor and who use their underlying knowledge, skills and abilities in the fields of civil, construction, land-use, land surveying, utilities, and transportation/traffic engineering, along with skills and abilities in research, design, analysis, project management, program management and personnel management to perform their duties.

The job level of an Engineering Professional (as described by the attached KSA matrix) is determined by two factors. The first is “business need” to have a job performed at a certain level, as defined by the specific responsibilities designed into the role, and how the organization is structured. The second is that the job incumbent must possess the knowledge, skills and abilities to function at the assigned professional level, as demonstrated by their work and contributions.

Typically, an Engineering Professional must possess and demonstrate at least 80% of the KSA's at a given level to be assigned to that level.

The following are examples of the types of job duties that may be found in the Engineering Professional roles:

KEY RESPONSIBILITIES:

Not all responsibilities apply. Managers should identify and clarify specifics for those that do apply.

Perform professional civil engineering work, alone or under the direction of a registered professional engineer, in the design and construction of streets, sidewalks, water and sewage facilities, drainage structure, traffic control devices and other public capital projects.

Professional Engineering Series, p. 2

Section 1: Typical Roles and Responsibilities

Serve as a team member or team leader for engineering public works, transportation planning and operations or land-use development programs and projects within area of assignment.

Design and prepare, and /or supervises the preparation of plans, specifications, and estimates for City Capital Projects and maintenance, repair and operations (MRO) projects in assigned area.

Supervise and coordinate project management activities technical areas assigned, including using standard good practices of project and program management. Develop detailed project plans. Manage execution to plan, on time, and within budget.

Manage and administer contracts of City's Capital Projects or MRO projects to ensure completion within scope, cost, schedule, budgeted resources and standards and practices.

Coordinate and monitor project progress to ensure timely completion of all phases of the project, within budget. Attend or conduct construction meetings; make site visits.

Design or specify inspection and testing mechanisms and equipment.

Inspect and supervise inspection on assigned projects; make field changes within the limits of design and cost restrictions; resolve disputes concerning plans, specifications and other work.

Coordinate City engineering projects with other City departments, public agencies and utility companies for orderly planning, scheduling and construction.

Assist in preparation of City Capital Project Plan for area assigned. May assist other City departments in preparing the City Capital Project Plan.

May plan, administers and monitor design contracts for City Capital Project Plan.

Work with and/or manage external consultants: Coordinate project design and development with outside consultants. Prepare requests for proposals for services. Establish conditions of contract approval. Meet with developers and consultants to discuss concepts of general requirements for projects. Assist in the selection of consultants. Coordinate and evaluates consultants' work. Prepare periodic reports and updates.

Prepare professional service agreements, contracts and contract documents related to the execution of City Capital Projects, or MRO projects related to the City infrastructure. Review and approve invoices related to projects assigned.

Interact closely with consultants, contractors, suppliers, vendors or sub-contractors to improve quality and service.

Professional Engineering Series, p. 3

Section 1: Typical Roles and Responsibilities

Serve as technical support and resources to the Operations and Maintenance staff of the division/department assigned.

Participate in the development of standard engineering specifications, criteria and policy and procedure statements on engineering matters; provide technical advice to field operations, other City departments and the general public in the interpretation of City ordinances, policies, regulations and procedures.

Perform assignments to help formulate, update or revise City Engineering Standards and/or Municipal Code in related areas. Interpret and apply regulations from external agencies in related area.

Design, conduct, review, and /or approve internal or externally provided technical engineering studies.

Perform as team leader or team member of engineering surveying crews, as assigned.

Use computer-aided design (AutoCAD) to prepare detailed drawings, plans and technical specifications for City Capital Projects and or maintenance, repair and operations projects related to the City infrastructure. Using GIS Database, prepare maps and exhibits using AutoCAD and/or Arc map.

Use on-line databases and hard copy files to perform research to find records, drawings maps, agreements, etc to reference and incorporate in projects.

Collect, analyze, interpret, report and apply technical data. Prepare and/or review engineering reports, studies, calculations, including geotechnical studies, odor studies, flow studies, biology studies, preliminary engineering reports, etc. Review the work of consultants, when they submit reports or studies of this nature.

Assist in the preparation and administration of the annual budget for assigned engineering division.

Maintain engineering-related records and systems required to meet City engineering standards, municipal code, and reporting/monitoring requirements of external agencies.

Serve as a liaison between the organization and regulatory agencies.

Prepare various staff reports, council resolutions, agenda bills, environmental impact reports, negative declaration and reports required by state and federal agencies.

Attend Council meetings or other agency meetings as required. Represent the City in the community and at professional meetings as required.

Make oral presentations on complex technical issues to City Council, other agencies or community groups.

Professional Engineering Series, p. 4

Section 1: Typical Roles and Responsibilities

Provide professional opinions and expert witness testimony as requested by the City Attorney office.

Stay current in area of expertise. Conduct literature searches on areas of importance.

May supervise, train and evaluate staff.

In addition to many of the general Engineering Professional duties, incumbents in Development Services Engineering may perform the following duties:

Review and process development projects for discretionary approval, applying engineering principles to assure project compliance with city engineering standards and the Carlsbad Municipal Code.

Review plans, maps, permits, legal descriptions, easements and specifications of development projects and encroachment permit applications.

Interpret, review and analyze complex development projects for accuracy, suitability, completeness and compliance with City standards and procedures. Develop and submit conditions of approval.

Work with private developers and engineers to interpret City policies and ordinance requirements, review plans, and coordinate the work involved in processing privately sponsored residential, commercial and industrial projects.

Review and approve technical studies for land development projects and transportation and operations planning.

Calculate fees and issue permits.

Assist customers at the public counter, answer inquiries by the public and city staff

In addition to many of the general Engineering Professional duties, incumbents in Traffic and Transportation Engineering may perform the following duties:

Assist in the review and analysis of complex traffic planning studies and reports.

Complete or supervise in-house design of traffic signals, signing/striping and temporary traffic control.

Evaluate and make recommendation on traffic control device requests from the public (STOP signs, striping, red curb, etc). Investigate and respond to citizen requests, research traffic records/collision history.

Review/approve temporary traffic control plans for construction and Special Events.

Professional Engineering Series, p. 5

Section 1: Typical Roles and Responsibilities

Review developer-submitted signing/striking plans and traffic signal plans.

Implement and manage Carlsbad Residential Traffic Management Program.

Manage the Pavement Management program.

QUALIFICATIONS:

Knowledge Skills and Abilities are located in the attached KSA matrix.

EXPERIENCE AND EDUCATION:

Knowledge Skills and Abilities are located in the attached KSA matrix.

SPECIAL REQUIREMENTS:

Knowledge Skills and Abilities are located in the attached KSA matrix.

PHYSICAL /MENTAL REQUIREMENTS AND WORKING ENVIRONMENT:

While performing the duties of this class, an employee is regularly required to sit; talk or hear, in person and by telephone; use hands to finger, handle, feel or operate standard office equipment; and reach with hands and arms. Specific vision abilities required by this job include close vision and the ability to adjust focus to read and operate office equipment as necessary during the course of the work assignments.

While performing the duties, employees of this class are regularly required to use written and oral communication skills; read and interpret financial and statistical data, information and documents; analyze and solve problems; use math and apply mathematical reasoning and abstract statistical concepts; observe and interpret people and situations; learn and apply new information or skills; perform highly detailed work on multiple, concurrent tasks; work under intensive deadlines; and interact with staff, City Council members and others encountered in the course of work.

The employee works under typical office conditions and the noise level is usually quiet. Regular duties include traveling to construction job sites and/or development properties, with the typical conditions associated with construction and/or undeveloped/underdeveloped property. Employee is regularly required to attend meetings and travel within and outside city limits during normal work hours and in the evenings and on weekends.

DATE APPROVED: June 21, 2011

The position of Sr. Engineer is an at-will management classification.

Section 2.0 Knowledge, Skills and Abilities Required by Technical Professional Level
City of Carlsbad Professional Engineering KSA Matrix

Attachment A
Page 1

Job Title: Junior Engineer Complexity and Scope	Job Level Title: Assistant Engineer Complexity and Scope	Job Title: Associate Engineer Complexity and Scope	Job Title: Senior Engineer Complexity and Scope
-Entry-level engineering professional.	<p>-Requires limited use and application of basic engineering principles, theories, and concepts, and a basic understanding of the City's relevant policies and procedures.</p> <p>-Independently completes routine tasks. In an accurate and timely manner.</p>	<p>-Requires full use and application of standard engineering principles, theories, concepts and techniques used, and a solid understanding of the City's relevant policies and procedures.</p> <p>-Independently completes complex engineering projects and tasks. Work is thorough, accurate, timely, and on-budget.</p>	<p>-A seasoned and experienced engineering professional, recognized within the City as an emerging authority in their field of expertise. Usually supervises a staff of other engineering professionals in an engineering division of a department.</p> <p>-Uses advanced engineering principles, theories and concepts to develop advanced solutions to complex opportunities or problems. Thorough understanding of the City's relevant policies and procedures.</p> <p>-Supervises or independently plans, conducts and completes complex engineering projects or programs. Work is thorough, accurate, timely and on-budget. May initiate and conduct innovative, exploratory programs as it is relevant to City objectives.</p>

Section 2.0 Knowledge, Skills and Abilities Required by Technical Professional Level
City of Carlsbad Professional Engineering KSA Matrix

Attachment A
 Page 2

Job Title: Junior Engineer	Job Level Title: Assistant Engineer	Job Title: Associate Engineer	Job Title: Senior Engineer
Problem Solving, Innovation & Creativity	Problem Solving, Innovation & Creativity	Problem Solving, Innovation & Creativity	Problem Solving, Innovation & Creativity
-Identifies and provides solutions to routine problems of limited complexity and scope, using a rational, scientific approach.	-Proactively identifies and solves a wide variety of problems of moderate complexity and scope, using a rational, scientific approach.	-Proactively identifies and provides solutions to a wider range of difficult and complex problems in a thorough and innovative, yet practical manner.	-Proactively identifies and solves a wide range of difficult and complex problems in a thorough and innovative, yet practical manner. Supervises and assists with difficult engineering and design problems.
-Independently recognizes and eliminates technical inconsistencies or problems in assigned projects or products.	-Independently recognizes and solves technical problem or issues in areas of expertise, applying sound business or technical judgment.	-Responsible for key technical decisions in area of expertise. Applies sound business and technical judgment to problems. Identifies possible project or program ideas that impact existing infrastructure or services and the direction of engineering design. Provides and implements creative solutions that create value and meet organizational needs.	-Directly contributes to the development of innovations which extend the existing boundaries of practice or knowledge in relevant fields. Identifies and provides ideas to exploit new technical opportunities through projects, programs or services. Proactively works with upper management to set and implement technical strategy in area of expertise.
-Demonstrates willingness and ability to be flexible, creative and innovative in daily work.	-Demonstrates willingness and ability to be flexible, creative and innovative. Participates in implementing non-traditional solutions that create value. Recognizes and recommends new solutions or opportunities.	-Demonstrates a strong capability in the area of creativity and innovation. Thinks "outside the box." Originates change, makes things better with creative ideas and solutions.	-Demonstrates an advanced capability in the area of creativity and innovation. Explores new technical directions. Originates change and creates value through proactively presenting and implementing creative ideas and solutions.

Section 2.0 Knowledge, Skills and Abilities Required by Technical Professional Level
City of Carlsbad Professional Engineering KSA Matrix

Attachment A
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Job Title: Junior Engineer	Job Level Title: Assistant Engineer	Job Title: Associate Engineer	Job Title: Senior Engineer
<i>Discretion and Impact:</i>	<i>Discretion and Impact:</i>	<i>Discretion and Impact:</i>	<i>Discretion and Impact:</i>
<p>-Exercises judgment within closely defined procedures and practices to determine appropriate action.</p> <p>-Errors typically have a minor effect on the organization.</p>	<p>-Exercises judgment within standard, defined procedures and practices to determine appropriate action.</p> <p>-Incorrect decisions or recommendations or failure to get results may cause delays in schedules and result in the allocation of more resources.</p>	<p>-Independently exercises judgment within generally defined practices and policies, selecting methods and techniques for obtaining solutions.</p> <p>-Incorrect decisions or recommendations, or failure to achieve objectives would normally have a serious effect upon the organization's results and citizen/customer relationships.</p>	<p>-Independently exercises judgment within generally defined practices and policies as well as areas that require expert interpretation. Selects and may design new methods and techniques for obtaining solutions.</p> <p>-Incorrect decisions or recommendations, or failure to achieve objectives would normally have a serious effect upon the organization's results and citizen/customer relationships.</p> <p>-May serve on external agencies or professional committees and impact standards, regulations or policies.</p>

Section 2.0 Knowledge, Skills and Abilities Required by Technical Professional Level
City of Carlsbad Professional Engineering KSA Matrix

Attachment A
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Job Title: Junior Engineer	Job Level Title: Assistant Engineer	Job Title: Associate Engineer	Job Title: Senior Engineer
Contact and Communication:	Contact and Communication:	Contact and Communication:	Contact and Communication:
<p>-Contacts are primarily with immediate supervisors and other team members in department. Outside organization contacts are infrequent and/or on routine matters. May have direct customer contact within a routine environment.</p>	<p>-Communicates outside division. Frequent inter-organizational contact and interaction with external organizations. Serves on cross-functional teams.</p>	<p>-Frequent direct contact with citizens/customers, developers, contractor/suppliers, external agencies to understand issues and plan and implement solutions. Lead contact on strategic teams and on critical customer, consultant/contractor or partner issues. Works cross-functionally to develop strong and strategic contacts and partnerships.</p>	<p>-Frequent direct contact with citizens/customers, developers, contractor/suppliers, external agencies to understand issues and plan and implement solutions. Lead contact on strategic teams and on critical customer, consultant/contractor or partner issues. Works cross-functionally to develop strong and strategic contacts and partnerships.</p>
<p>-Effective communicator, with both written and oral presentations. Writes technical reports. Formally presents results of work to small groups.</p>	<p>-Effective communicator, with both written and oral presentations. Developing solid presentation, demonstration, and technical writing skills.</p>	<p>-Skilled and effective communicator, with both written and oral presentations. Highly developed technical writing skills. May train other engineers in the use of tools, systems, and policies.</p>	<p>-Skilled, effective, and compelling communicator, with both written and oral presentations. Excellent presentation, demonstration, facilitation and technical writing skills. Communicates to a broad audience.</p>
<p>-Good interpersonal and communication skills. Communicates with other project team members to achieve project objectives.</p>	<p>-Strong interpersonal and communication skills. Communicates with other departments to accomplish objectives.</p>	<p>-Strong interpersonal and communication skills.</p>	<p>-Highly developed interpersonal and communication skills.</p>
<p>-Effective team player. Understand how own work impacts the work of others.</p>	<p>-Effective team player and leader of small, local teams.</p>	<p>-Effective team player, and informal/formal team leader.</p>	<p>-Supervisor and effective team leader and coach. Actively contributes to creating an environment, which sustains motivation and the introduction/sharing of new ideas.</p>
		<p>-May present to City Council. May represent the organization within the community and at professional meetings.</p>	<p>-Presents to City Council. Represents the organization within the community and at professional meetings.</p>

Section 2.0 Knowledge, Skills and Abilities Required by Technical Professional Level
City of Carlsbad Professional Engineering KSA Matrix

Attachment A
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Job Title: Junior Engineer	Job Level Title: Assistant Engineer	Job Title: Associate Engineer	Job Title: Senior Engineer
Supervision Given or Received:	Supervision Given or Received:	Supervision Given or Received:	Supervision Given or Received:
<p>-Normally works under fairly close supervision, under the direction of a registered engineer, receiving detailed coaching and work instructions. Work usually supports or correlates with the work of others. Supervisor helps determine techniques and procedures for non-routine work</p> <p>-Work is closely reviewed for overall accuracy, completeness and soundness of technical judgments.</p> <p>-May lead functional problem solving teams.</p>	<p>-Works under general supervision, under the direction of a registered engineer. Supervisor typically determines goals/objectives. Receives instructions on specific assignment objectives, complex features and possible approaches.</p> <p>-May supervise, direct or coach the work of engineering technicians or administrative personnel.</p> <p>- Work progress is reviewed upon completion of milestones for soundness of judgment and overall adequacy and effectiveness.</p> <p>-May lead functional problem solving teams.</p>	<p>-Works under very general direction. Receives assignments in the form of overall objectives and proposes goals and approaches to meet objectives. Independently determines approach to most problems or projects.</p> <p>-May supervise, direct or coach the work of assistant and/or junior engineers, engineering technicians or administrative personnel.</p> <p>-Work is reviewed upon completion for adequacy in meeting objectives.</p> <p>-Leads cross-functional team of peers.</p>	<p>-This is the first management level in the Engineering Professional Series. Positions in this series may serve as the first-level supervisor over a small unit of technical and support staff in the implementation of their assigned projects and projects. This position typically reports to a Deputy City Engineer.</p> <p>-Works under broad, general direction. Exercises considerable latitude in determining strategy and approach to assignments and projects.</p> <p>-Trains, supervises and evaluates assigned engineering personnel, assigns work priorities.</p> <p>-Completed work is reviewed for desired results from relatively long-term objectives. Assignments are often self-initiated.</p> <p>-Demonstrates leadership, coaching and mentoring skills.</p>

Section 2.0 Knowledge, Skills and Abilities Required by Technical Professional Level
City of Carlsbad Professional Engineering KSA Matrix

Attachment A
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Project Management	Project Management	Project Management	Project Management
-Actively participates on project teams.	<ul style="list-style-type: none"> - Effective project team member. -Sets task schedules. Effectively uses resources -May manage basic capital projects. 	<ul style="list-style-type: none"> -Leads technical project teams. Understands and effectively applies project management fundamentals. -Determines project approach, scheduling, costing and resource management. Identifies appropriate technical resources for a project. Sets priorities within projects. -May manage complex capital projects. 	<ul style="list-style-type: none"> -Effectively leads large technical project teams on complex projects/programs, using advanced project management skills and techniques. -Determines project approach, scheduling, costing and resource management. Identifies appropriate technical resources for a project. Sets priorities within projects. -Supervises or may directly manage large and complex capital projects, including design, sourcing and construction. -May be solely responsible for a project/program and/or simultaneously involved in multiple projects.
Computer Skills	Computer Skills	Computer Skills	Computer Skills
		<ul style="list-style-type: none"> -Microsoft Office Suite, Permits Plus, Plan Track, Document Management System, GIS Management Systems, IFAS, Informational Systems, AutoCad, ArcView, Hansen, Crossroads and any others specific to job duties. 	<ul style="list-style-type: none"> -Microsoft Office Suite, Microsoft Project or other project management software, Permits Plus, Plan Track, Document Management System, GIS Informational Systems, IFAS, AutoCad, ArcView Hansen, Crossroads and any others specific to job duties.

Section 2.0 Knowledge, Skills and Abilities Required by Technical Professional Level
City of Carlsbad Professional Engineering KSA Matrix

Attachment A
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Job Title: Junior Engineer <i>Technical, Organization, and Business Knowledge:</i>	Job Level Title: Assistant Engineer <i>Technical, Organization, and Business Knowledge:</i>	Job Title: Associate Engineer <i>Technical, Organization, and Business Knowledge:</i>	Job Title: Senior Engineer <i>Technical, Organization, and Business Knowledge:</i>
<p>Requires a basic understanding of:</p> <ul style="list-style-type: none"> -Principles, practices and methods of civil engineering including land surveying. -Methods of preparing designs, plans, specifications, estimates, reports and recommendations relating to engineering projects. -Applicable federal, state and local codes, design standards, laws and regulations affecting the assigned area of responsibility. <p>Requires a thorough understanding of:</p> <ul style="list-style-type: none"> -Principles, practices and methods of civil engineering, including land surveying. -Methods of preparing designs, plans, specifications, estimates, reports and recommendations relating to engineering projects. -Applicable federal, state and local codes, design standards, laws and regulations affecting the assigned area of responsibility. <p>Requires an advanced understanding of:</p> <ul style="list-style-type: none"> -Principles, practices and methods of civil engineering including land surveying. -Methods of preparing designs, plans, specifications, estimates, reports and recommendations relating to engineering projects. -Applicable federal, state and local codes, design standards, laws and regulations affecting the assigned area of responsibility. 	<p>Requires a basic understanding of:</p> <ul style="list-style-type: none"> -Principles, practices and methods of civil engineering including land surveying. -Methods of preparing designs, plans, specifications, estimates, reports and recommendations relating to engineering projects. -Applicable federal, state and local codes, design standards, laws and regulations affecting the assigned area of responsibility. <p>Requires a thorough understanding of:</p> <ul style="list-style-type: none"> -Principles, practices and methods of civil engineering, including land surveying. -Methods of preparing designs, plans, specifications, estimates, reports and recommendations relating to engineering projects. -Applicable federal, state and local codes, design standards, laws and regulations affecting the assigned area of responsibility. <p>Requires an advanced understanding of:</p> <ul style="list-style-type: none"> -Principles, practices and methods of civil engineering including land surveying. -Methods of preparing designs, plans, specifications, estimates, reports and recommendations relating to engineering projects. -Applicable federal, state and local codes, design standards, laws and regulations affecting the assigned area of responsibility. 	<p>Requires a basic understanding of:</p> <ul style="list-style-type: none"> -Principles, practices and methods of civil engineering including land surveying. -Methods of preparing designs, plans, specifications, estimates, reports and recommendations relating to engineering projects. -Applicable federal, state and local codes, design standards, laws and regulations affecting the assigned area of responsibility. <p>Requires a thorough understanding of:</p> <ul 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specifications, estimates, reports and recommendations relating to engineering projects. -Applicable federal, state and local codes, design standards, laws and regulations affecting the assigned area of responsibility. <p>Requires a thorough understanding of:</p> <ul style="list-style-type: none"> -Principles, practices and techniques of public administration, including budget and personnel administration. -Methods and techniques of research, quality improvement methods and problem solving tools, statistical analysis and report presentation, technical software. -The basics of the City's Vision and Strategy, and annual operating goals, and how their area and work supports the Vision/Strategy/Goals. -The organizational structure of the city and the roles and responsibilities of most functions. <p>Requires an advanced understanding of:</p> <ul style="list-style-type: none"> -Principles, practices and techniques of public administration, including budget and personnel administration. -Methods and techniques of research, quality improvement methods and problem solving tools, statistical analysis and report presentation, technical software. -The basics of the City's Vision and Strategy, and annual operating goals, and how their area and work supports the Vision/Strategy/Goals. -The organizational structure of the city and the roles and responsibilities of most functions.

Section 2.0 Knowledge, Skills and Abilities Required by Technical Professional Level
City of Carlsbad Professional Engineering KSA Matrix

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Job Title: Junior Engineer <i>Guidelines for Typical Minimum Education and Experience:</i>	Job Level Title: Assistant Engineer <i>Guidelines for Typical Minimum Education and Experience:</i>	Job Title: Associate Engineer <i>Guidelines for Typical Minimum Education and Experience:</i>	Job Title: Senior Engineer <i>Guidelines for Typical Minimum Education and Experience:</i>
<p>-A bachelor's degree in engineering or a closely related field, from an accredited college or university, with no significant related work experience.</p> <p>License or Certificate:</p> <p>Possession of, or ability to obtain, an appropriate valid California driver's license.</p>	<p>-A bachelor's degree in engineering or a closely related field, from an accredited college or university, plus a minimum of two years of related work experience. A master's degree in engineering or a related field may be substituted for work experience.</p> <p>License or Certificate:</p> <p>Engineer-In-Training Certificate or Level I Certificate issued by International Municipal Signal Association (IMSA).</p> <p>Possession of, or ability to obtain, an appropriate valid California driver's license.</p>	<p>An equivalent combination of the education and experience listed below:</p> <ul style="list-style-type: none"> -A bachelor's degree in engineering or a closely related field, from an accredited college or university, plus seven or more years of related experience. Additional coursework in Public Administration is desirable. <p>License or Certificate:</p> <p>Preferred: Registration as a professional civil engineer or traffic engineering certification, in the state of California.</p> <p>Possession of, or ability to obtain, an appropriate valid California driver's license.</p>	<p>An equivalent combination of the education and experience listed below:</p> <ul style="list-style-type: none"> -A bachelor's degree in engineering or a closely related field, from an accredited college or university, plus seven or more years of related experience. Additional coursework in Public Administration is desirable. <p>License or Certificate:</p> <p>Registration as a professional civil engineer or traffic engineering certification, in the state of California.</p> <p>Possession of, or ability to obtain, an appropriate valid California driver's license.</p>